# Registrar's Office Organizational Chart

Registrar
**Keith Malkowski**
Ext. 7226 | malko1kj

Senior Associate Registrar
**Amy Faber**
Ext. 7255 | faber1al

**NCAA Eligiblity**
regadmin@

Assistant Registrar
**Kim Jackson**
Ext. 7246 | jacks2kr

**Graduation & Diploma Services**
graduationaudit@
cmudiplomas@ | Ext. 3261 +4

Assistant Registrar
**Kristen Kendrick**
Ext. 7249 | holla1kk

Admin Assistant III
**Denise Little**
Ext. 7147 | littl4d

Admin Assistant III
**Denise Smith**
Ext. 2306 | hills1dr

Admin Assistant III
**Patty Schafer**
Ext. 7145 | schaf1pa

Admin Assistant III
**Ronda Haymaker**
Ext. 3901 | hayma1rr

***What do we cover?***
- Course amendments
- Declaring majors/minors
- Degree progress issues
- Diplomas
- Emphasis changes
- Graduation applications
- Graduation audits
- Graduation date changes

**Transfer & Alternative Credits**
transfercredit@ | Ext. 3261 +3

Assistant Registrar
**Vicki Steele**
Ext. 7227 | steel1vs

Admin Assistant III
**Carol Hebert**
Ext. 7253 | heber1ct

Admin Assistant III
**Deb Stauffer**
Ext. 2909 | stauf2dl

***What do we cover?***
- AP & CLEP
- Credit-by-exam
- Prior learning
- Retroactive credit
- Transfer credit evaluations

Associate Registrar

Front Desk Student Assistants
Ext. 3261

**Records & Registration**
records@ | Ext. 3261 +1/+2

Assistant Registrar
**Renae Pung**
Ext. 7235 | pung1rx

Admin Assistant III
**Carla Wentworth**
Ext. 7236 | wentw1cr

Admin Assistant III
**Heather Bendele**
Ext. 2403 | gill1hn

Admin Assistant III
**Brian Vorac**
ext. 7225 vorac1bd

***What do we cover?***
- Academic load exceptions
- Accelerated master's registration
- Audit requests
- Change personal information
- Competency holds
- Concurrent student
- Credit/no credit
- Drop appeal/exceptions
- Drop courses
- Dual enrollment
- Education verifications
- Enrollment verifications
- FERPA release requests
- Grade questions
- Registration issues
- Senior citizen auditors
- Sending transcripts from CMU
- Withdraw from courses

**Academic Scheduling & Space**
coursescheduling@

Assistant Registrar
**Judy Flaugher**
Ext. 1899 | flaug1jm

Admin Assistant III
**Kasey Williams**
Ext. 3716 | willi80k

Admin Assistant III
**Kris Moore**
Ext. 7116 | moore1ks

***What do we cover?***
- Clearing course numbers
- Course descriptions
- Course scheduling changes
- Course scheduling drops/adds/exceptions
- Space utilization

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